

# Entry Pack

## Swim England Masters National Championships 2019

25-27 October | Ponds Forge, Sheffield

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## INTRODUCTION

This document contains the required information needed to enter Swim England Masters National Championships 2019.

Please ensure you read this document carefully as some information may be new to you. All entries must be made online, including payment. Details on how to enter online are included in this document.

## CONTACTS

### Swim England

#### Sophie Byrne

Swim England Events  
Pavilion 3  
3 Oakwood Drive  
Loughborough  
LE11 3QF

Tel: 01509 640 241

Email: [sophie.byrne@swimming.org](mailto:sophie.byrne@swimming.org)

### Venue

#### Ponds Forge

Sheaf Street  
Sheffield  
Yorkshire  
S1 2BP

Ponds Forge [Website](#)

Tel: 0114 223 3400

### Entries

**Entries Administrator:** Bernie Buck

**Email:** [bernie.buck22@gmail.com](mailto:bernie.buck22@gmail.com)

## KEY DATES

<b>Entries Open</b>	12 noon, Tuesday 25 June 2019
<b>Entries Close</b>	12 noon, Friday 4 October 2019
<b>Qualifying Period</b>	1 October 2017 - 12 noon, Friday 4 October 2019
<b>Email withdrawals</b>	Withdrawals before Friday 25 October should be sent by email to <a href="mailto:bernie.buck22@gmail.com">bernie.buck22@gmail.com</a>

## **SWIM ENGLAND PRIVACY POLICY AND PHOTOGRAPHY CONSENT**

All individuals attending Swim England events are asked to complete:

### **PRIVACY POLICY AND PHOTOGRAPHY CONSENT FORM**

Please make sure this is filled in prior to the event.

To view further details about how Swim England manages your data, download [Swim England's Privacy Policy](#).

## **TRAVEL INSURANCE**

Affiliated clubs and members thereof have the benefit of third party and personal accident insurance effected by Swim England. However, this does not include travel insurance for trips in the UK or abroad, in particular there is no cover for travel or accommodation costs for the cancellation of an event.

Some clubs and members may already have the benefit of their own group or personal travel insurance. For those that do not have travel insurance for this event and wish to get a Sport Travel Insurance quote please click [HERE](#) or contact Howdens directly on 0121 698 8052. Alternatively you can seek cover from another insurance provider.

## HOW TO ENTER

### Qualifying times

Please refer to the event conditions at the end of the document for further information on qualifying times. Qualifying times can also be viewed on the [Masters Hub](#).

### Entry Fees

Individual Event Registration Fee	£27
Individual Entry Fee	£6
Team Entry Fee (no registration fee required)	£13
Individual Relay Fee*	£1

***\*Important information:** If you are only entering a relay, not individual event, you must submit your name and club using the online entry system.*

### 1500m Entries

Only 140 entries (including male & female) will be permitted into the 1500m.

Once 140 is reached entries for this event will close.

### Entering individual events

All entries are to be submitted online	<a href="#">ENTER INDIVIDUAL EVENTS</a>
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1. Enter your British Swimming registration number or family name, click on '**Enter**' and follow the instructions.
2. If you are a member of more than one club you will be asked to select which club you wish to represent for this entry. **Please note changes to clubs will NOT be allowed under any circumstances, so be sure to select the correct one on entry.**

### Entering relay events

1. **If you are only swimming relays;** you are required to enter your name on the individual entry page (see above) and the club you wish represent, but do not enter any events. You will be charged £1. This will need to be completed by **12 noon Friday 4 October.**
2. **If you are the person responsible for entering your relay team;** complete the relay entry form as normal through the [ONLINE ENTRY PAGE](#). Clubs are permitted to enter up to two teams per age group in the same event, this will need to be completed by **12 noon, Friday 4 October.**
3. Payment is by debit/credit card or PayPal, please follow the instructions.

## Entry confirmations

All successfully submitted entries will be published online and can be viewed as follows:

Successfully received entries can be viewed online

[ONLINE ENTRY VIEWER](#)

All entries must be made online and payment must be made in full, online to complete the entry process. Payment is by credit or debit card only, please follow the PayPal instructions. All entrants will receive two emails at the time of payment: one from PayPal confirming receipt of payment and one from the entry system confirming your entry.

Your entry is not complete until your payment has been processed and you have received a confirmation email from PayPal. Please contact Swim England Events if you have any issues ([NationalEvents@swimming.org](mailto:NationalEvents@swimming.org)).

If after you have submitted your entry you find you have missed an event, you may go back and make additional entries. If you wish to withdraw from an event, please follow the withdrawal procedure. Please note refunds will not be made. All entries are bound by the Conditions of Entry.

After entries have closed a Competitors Information Pack with further details about the competition will be distributed to competitors.

## Medical declaration

Please read the following information carefully:

1. I am aware of the need to seek appropriate medical advice if I have any concerns as to the state of my health. I have not been informed by any medical practitioner and I do not have any knowledge of any medical condition which would make it inadvisable for me to participate in the National Masters Championships (“the Championships”). Accordingly I declare that I am physically fit and well to participate in the Championships.
2. I am aware of and appreciate the inherent risks involved in such training and competition including the possibility of injury and accident. I undertake to always conduct myself in a responsible and professional manner.
3. I undertake at all times during the Championships to use my best endeavours to train and compete in a safe and proper manner and not to do anything which would expose myself or fellow swimmers to unnecessary risk of injury.
4. I further undertake at all times to take all reasonable safety measures for the protection of myself and fellow swimmers and to inform the Referee of any concerns I may have as regards to safety.
5. I acknowledge that Swim England, or anybody associated with the organisation of the Championships cannot be held responsible for any loss or damage to my personal belongings and that I must take all reasonable steps against any such loss or damage.
6. I hereby agree to abide by and be governed by the rules and regulations of Swim England and the Event Conditions.

Submission of an entry will confirm that you have read and understood the above provisions and agree to abide by them.

## COMPETITOR INFORMATION

### Schedule of events

Please view the [Event Schedule](#) online.

### Withdrawals

The withdrawal process relies upon swimmers co-operation and courtesy to fellow competitors. Swimmers who fail to arrive for their heat create empty lanes which, if they had been used by others, could reduce the length of the sessions. To ensure that the meet runs efficiently it is essential that those not intending to swim inform the resolution desk as soon as possible.

Withdrawals before Friday 25 October should be sent by email to [bernie.buck22@gmail.com](mailto:bernie.buck22@gmail.com). Withdrawals after the start of the competition, should be reported to the resolution desk located in the timing suite.

### Re-entry

Competitors entered in 400m Individual Medley and 400m, 800m and 1500m Freestyle events are required to confirm their intention to swim in these events by re-entering before the deadlines published in the Competitor Information Pack.

### Relay declaration

Please use the online [Relay Team Declaration Form](#) to declare your teams.

**Deadlines for relay declarations will be published in the Competitor Information Pack.**

### Warm up and swim down

Warm up will take place in the competition pool prior to each session. Warm up and swim down facilities will be available in the Diving pit throughout the competition. Further information will be included in the Competitor Information Pack.

### Swimwear

Swimmers are reminded that to qualify for a British, European or World Masters record their swimwear must be compliant with the FINA requirements.

### Warm up marshals

We need your help to make this event a success. We need warm up marshals at the start of each session to create a safe and pleasant warm up. Please offer your time for one or more sessions to help supervise the warm up. For those new to this role a description of the duties is available.

If you are able to lend your time during the warm up ahead of all eight sessions you will receive an event staff polo shirt.

If you can help out, please contact [nationalevents@swimming.org](mailto:nationalevents@swimming.org).

## CONDITIONS

### 1 General Conditions

- 1.1 The Championships Promoter is the Swim England Masters Working Group (“the Group”) which will appoint an Executive Director for the Championships. The Group reserves full powers over the National Masters Championships (25m) “the Championships”. Anything not covered by these Conditions will be decided by the Executive Director.
- 1.2 The Championships shall be held annually under FINA Swimming Rules and FINA Masters Rules unless otherwise provided for in these Event Conditions, the ASA Judicial Regulations and any additional conditions printed in the Entry Pack or the Competitor Information Pack. These Rules apply to all those taking part in the Championships. For conditions not covered by FINA Rules (for example, Health and Safety regulations and other guidelines) the requirements of Swim England shall apply.
- 1.3 For individual and team events, competitors must be registered with Swim England as Category 2 swimmers, Scottish Swimming or Swim Wales equivalent. Temporary Swim England members are not eligible to enter these Championships.
- 1.4 The age of competitors shall be determined as at midnight on 31 December in the year of competition. All competitors must be 18 years or over on the first day of the Championships.
- 1.5 A competitor can only compete for one club in the Championships and must be a registered member of that club on the day that they enter.

### 2 Individual Events

- 2.1 The individual events shall be (for both men and women):  
50m, 100m, 200m, 400m, 800m and 1500m Freestyle  
50m, 100m and 200m Backstroke, Breaststroke, and Butterfly  
100m 200m and 400m Individual Medley
- 2.2 All events are Heat Declared Winner within each individual age classification. In each event, with the exception of the 50m events, competitors will be seeded according to their entry time and will compete against those with similar times from the various age groups taking part in the event. The last heat in each event will be spear head seeded. For 50m events competitors will be seeded in age groups as far as possible.
- 2.3 The age groups for individual events shall be for men and women:  
18-24 years    40-44 years    60-64 years  
25-29 years    45-49 years    65-69 years  
30-34 years    50-54 years    70-74 years  
35-39 years    55-59 years    75-79 years  
And in five year bands as high as necessary.
- 2.4 Competitors may only compete in up to eight individual events.

### 3 Team Events

- 3.1 The team events shall be:  
Men’s and Women’s 4 x 50 m Freestyle and Medley Team Relays  
Men’s and Women’s 4 x 100 m Freestyle and Medley Team Relays  
Men’s and Women’s 4 x 200 m Freestyle Team Relays  
Mixed 4 x 50 m Freestyle and Medley Team Relays  
Mixed 4 x 100 m Freestyle and Medley Team Relays  
Mixed 4 x 200m Freestyle Relays
- 3.2 All team events will be Heat Declared Winner within each team age group classification.

**3.3** The age groups for Masters team events shall be:

100-119 years	200-239 years
120-159 years	240-279 years
160-199 years	280-319 years

And in 40-year increments as high as necessary.

**3.4** The combined ages of the team members at midnight on 31 December in the year of competition must fall within the age band given above with the proviso that all team members must be 25 years of age or older on the 31 December in the year of competition.

**3.5** There shall also be team events for teams with the combined ages at midnight on 31 December in the year of competition of 72 years and above with all team members being aged 18 years or over on the first day of the Championships.

**3.6** Clubs are limited to a maximum of two teams in any one age group in each event and individual competitors can only swim in one team in each event.

**3.7** All competitors, including those who are only swimming in relay teams, must be entered on the meet database in the name of the club they wish to represent by the closing date for individual entries.

**3.8** The mixed teams shall consist of two competitors of each sex swimming in any order.

**4 Entries**

**4.1** All entries shall be received by the appointed Championships Administrator by the closing date published in the Entry Pack and accompanied by the appropriate registration and entry fee.

**4.2** The Promoter reserves the right to close entries progressively before the published closing date should individual events reach maximum capacity.

**4.3** To enter competitors must have achieved a Qualifying Time for the event which is recorded in the British Rankings database for the qualifying period as set out in the Entry Pack. Times may be either short course or long course, and will not be converted.

**4.4** Competitors and teams whose entries have been accepted are expected to swim. If they wish to withdraw they must comply with the withdrawal procedure published in the Competitor Information Pack.

**5 Entry Times**

**5.1** Entries will only be accepted from competitors who have achieved the Qualifying Times for the events they wish to enter.

**5.2** Para Competitors with swimming classification which is held on the British Swimming Classification Database at the time of entry shall be exempt from qualifying times.

**6 Re-entry**

**6.1** Competitors entered in 400m Individual Medley and 400m, 800m and 1500m Freestyle events are required to confirm their intention to swim in these events by re-entering before the start of the sessions in the events which will be swum.

**6.2** Competitors in Session 8 on Sunday afternoon must re-enter all the events they wish to swim before the start of that session. This does not apply to 50m events.

**6.3** The deadlines for re-entry will be published in the Competitor Information Pack.